FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00143196-A **Type of Permit:** FILMING **Release Date:** 11/07/2018

Production Company UNIVERSITY OF SOUTHERN CALIFORNIA

Insured Company Name UNIVERSITY OF SOUTHERN CALIFORNIA

Contact Phone No. 1 213-740-2895
Contact Phone No. 2
Fax 213-740-7308
Address 851 DOWNEY WAY, HSH 300
LOS ANGELES, California 90089

Production Title KEYCHAIN

Type of Production Student

Producer Timothy (TJ) Ryan

Director Noelle Hanson

1st AD Timothy (TJ) Ryan

Production Manager Timothy (TJ) Ryan

FilmL.A. Coordinator Angel Miranda

Location Manager Timothy (TJ) Ryan
Primary Phone Mobile - 801-243-0028
Secondary Phone

Location Assistant Timothy (TJ) Ryan
Primary Phone Mobile - 801-243-0028
Secondary Phone

Fees

Total Permit Fee $0.00

Number of Locations 1

NOT A PERMIT

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Summary Information

Location

Permit Number	F00143196-A	**Location Manager**	Timothy (TJ) Ryan
Production Company	UNIVERSITY OF SOUTHERN CALIFOR...	Primary Phone	Mobile - 801-243-0028
Insured Company	UNIVERSITY OF SOUTHERN CALIFOR...	Secondary Phone	
Production Title	KEYCHAIN		

Location Address 5566 Via Marisol, Los Angeles, CA, 90042

Location Name HERMON PARK/ARROYO SECO PARK

Location Type Park

Location Description HERMON PARK/ARROYO SECO PARK

Film Dates 10/5/2018 - 10/5/2018 08:00 - 17:00 1 day

Open or Closed to the Public Open

Generic Conditions
*LA CITY AND/OR LA COUNTY FIRE CHECKLIST ATTACHED TO FINAL PERMIT. THE PERMITTEE IS RESPONSIBLE FOR COMPLETING CHECKLIST PRIOR TO FILMING ACTIVITY AT THIS LOCATION. NON COMPLIANCE MAY RESULT IN ASSIGNMENT OF A FIRE OFFICER.
All vehicles must be parked on private property
Must comply with attached Rec & Park Conditions. Note: No smoking in City Parks unless guided by the Rec & Park Film Office Monitor or assigned Uniformed Fire Safety Officer in designated areas
Must maintain local/emergency access
No cast or crew parking on area streets
No Parking in handicap spaces at anytime.

Please see attached documents
F143196 Letter.pdf
F143196 Guidelines.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	4
Fire Extinguisher (2A10BC Minimum Rating)	1

Personnel on Location

Type	Quantity
Cast	3
Crew	3
Rec & Park Monitor required	1

Filming Activities Camera on sticks; Exterior models against scenery; Exterior dialogue and establishing shots; Camera, equipment and film activities on city park property only – no public sidewalk and/or street activities;

Jurisdiction **Political:** Los Angeles City - **Police:** Los **Fire:** Los Angeles City

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Summary Information

Location

Permit Number	F00143196-A	**Location Manager**	Timothy (TJ) Ryan
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Production Title	KEYCHAIN		

	Council District 01	Angeles Police Department
Thomas Guide	**Page:** 595	**Grid:** D3
Coordinator Note	RAPG REF: 62691.	
Coordinator Note	BASE CAMP AND ALL CAST, CREW, PERSONAL AND EXTRAS VEHICLE PARKING WILL BE ON (PRIVATE) PROPERTY ONLY - ABSOLUTELY NO CAST, CREW, EXTRAS, AUDIENCE OR PERSONAL VEHICLES TO BE PARKED ON AREA STREETS, ROADS (INCLUDING SHOULDERS) OR ALLEYS.	
Coordinator Note	ONE (1) REC AND PARK MONITOR REQUIRED. 10/5, 08:00 - 17:00 HOURS.	

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

Parking Notes
BASE CAMP AND ALL CAST, CREW, PERSONAL AND EXTRAS VEHICLE PARKING WILL BE ON (PRIVATE) PROPERTY ONLY - ABSOLUTELY NO CAST, CREW, EXTRAS, AUDIENCE OR PERSONAL VEHICLES TO BE PARKED ON AREA STREETS, ROADS (INCLUDING SHOULDERS) OR ALLEYS.

NOT A PERMIT

Permit #F00143196-A

USC School of Cinematic Arts
STUDENT PRODUCTION OFFICE
Telephone: 213.740.2895
Fax: 213.740.7308
Email: spo@cinema.usc.edu

STUDENT CERTIFICATION

Falsifying information or using an invalid production number is a violation of the student conduct code. Production numbers may only be used for the class for which they are assigned.

Date: 10/2/18 (Expires after 30 Days)

This is to certify that Timothy (TJ) Ryan (NAME OF STUDENT) is enrolled in CTPR 310 (CLASS NO.)

for the Fall (FALL/SPRING/SUMMER), 2018 (YEAR) semester and is engaged in the production of an authorized student project, USC Production Number: 183-310-3016 (PRODUCTION NO. [xxx-xxx-xxxx])

entitled 'Keychain' (TITLE OF THE PRODUCTION).

The number of cast and crew members: 1 – 3 / (4 – 10) / 10+ . (PLEASE CIRCLE ONE)

The following individuals are members of the crew who are authorized to use this form:

NAME	POSITION	PHONE NUMBER
Timothy (TJ) Ryan	Producer	(801) 243-0028
Noelle Hanson	Director	(605) 377-4215
Taylor Willis	Cinematographer	(214) 850-7974

Student productions undertaken by SCA students are for instructional purposes only and are not intended for any commercial use. **USC retains the copyright to the above stated student produced project.**

Student Signature: _____ Date: 10.2.18

---------- **SPO STAFF USE ONLY** ----------

USC ID Number: 1537536518 Number of CREW members certified: 3

Sincerely,

USC SCHOOL OF CINEMATIC ARTS
STUDENT PRODUCTION OFFICE

S.P.O.

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PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

Film Production Guidelines

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

HERMON PARK

- **Ok to FILM at Hermon Park on 10/05/2018.(see plot plan)**
- **Ok to use tripod, dana dolly.**
- **Ok for tent must not stake at any time.**
- **Ok for lunch boxes with plastic tables.**
- **Ok for 4 Crew cars vehicles in lot only.**
- **Ok to film at playground.**
- **Must leave all fire lanes open at all times and do not block any fire hydrants.**
- **Company does not have exclusive use of park.**
- **Must work around park patrons, park activities and park maintenance staff.**
- **If children are being filmed, parents/guardians must be present with approval at all times.**
- **Production must leave 20 spaces closest to the dog park available for park patrons.**
- **Must not block driveways or entrances to the lot.**
- **No double parking.**
- **Use of City utilities (water and electricity) is $75 per use, per day and the company will be invoiced by the Park Film Office.**
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.

NO PERMIT

- **No simulated sex allowed on Park property.**
- **No nudity allowed on Park property.**
- Film permits do not provide exclusive use of a park or recreation area.
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking and or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

NOT A PERMIT

F-143196
UNIVERSITY OF SOUTHERN CALIFORNIA/ KEYCHAIN (HERMON PARK/ARROYO SECO)